

The Corps and its various Field Operating Activities regularly present special certificates to Corps personnel and associates of the Corps in recognition of the completion of training programs or special accomplishments.


The traditional castle symbol and the Essayons crest are to be used in preparing these certificates.

In the two examples shown, one is extremely formal and classical in style, and uses Times Roman typography in combination with the Essayons crest. The second example uses the traditional castle symbol with Century Schoolbook typography and has a considerably more contemporary look.

Either of these visual attitudes is appropriate for use on certificates and awards, particularly in combination with the historically traditional symbolism of the Corps.

US Army Corps of Engineers

Certificate of Completion




This is to certify that _____ has successfully completed the

Finance and Accounting Systems Training Course

<p>Presented at _____</p>	<p>Course Director _____</p>
<p>Dates _____</p>	<p>Chief, Resources Management Office _____</p>

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A standard uniform patch design has been developed for all Corps Field Operating Activities.

The major element in the patch design is the Corps signature, to which may be added a location/job description patch.

The recommended color treatment prescribes a red Corps Communication Mark and all black typography shown against a white background shape. Since the colors of uniforms will vary from activity to activity, this color scheme may not be appropriate for all applications. Refer to page 1-5 for alternate color solutions and consult the Corps Graphics Coordinator for advice and assistance.



One of the Corps' important functions is to assist and aid the public and other government agencies in bringing various disaster situations under control. At the actual site of a major flood, tornado or other natural disaster, it is extremely important that Corps personnel be immediately recognizable and easily found in crowded and often chaotic conditions.

A graphic system, using the standard Corps identification elements, has been developed to identify Corps Emergency Operation Personnel.

The central element in this system is a shield, shown below, incorporating the Corps Signature, Communication Mark and

the legend Emergency Operations, the dominant color of which is red, symbolic of emergency operations everywhere.

Page 8-4, which follows, outlines typical applications of the Emergency Operations shield. For advice and assistance with additional applications not shown in this manual, contact the Corps Graphics Coordinator.



The jacket and armband, shown at top, have been designed to carry the Corps Emergency Operations Identification markings. The color of each is solid Communication Red and matches exactly the red color of the shield.

The shield is to be applied to the back of the field jacket as shown and, in addition, to the front of the jacket a Corps Communication Mark is applied as a secondary means of identification.

The armband is to be worn by Corps personnel when a jacket is unavailable or inappropriate due to hot weather, etc.

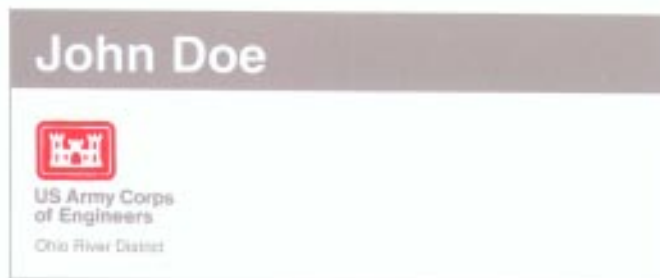
The diagram shown below illustrates the shield applied to the door of a vehicle. Because of the nature of events that call Corps Emergency Operations units into action, various kinds of vehicles may have to be used which have no relationship to Corps colors or graphics. The shield, then, is designed to be applied to any available vehicle door by the use of magnetic mounting devices on the back of the shield plaque.



The Hard Hat identification shall comply with CESO-0 memorandum dated 8 April 1994 — Subject: Standard Color and Marking of Protective Headgear used by USACE personnel. The Identification consists of a pressure sensitive label applique printed in standard Corps Communication Red and Black and a band of red reflective material placed along the base of the Hat crown with a five-inch break in front. Personnel may place their name above the Communication Mark and their organization title below the mark. The rank of Military personnel should precede their name. Local use of the sides of Hard Hats for safety decals is authorized.



Name Tag graphics can be developed in a number of variations. However, it is recommended always to align the individuals name flush left – either above or below the Corps Communication Mark.



The U.S. Army Corps of Engineers produces thousands of contract documents every year. Within each set are architectural drawings, engineering drawings, specifications, etc. Following are specific guidelines for insuring uniformity of certain features common to all drawings produced by the Corps. Every effort was made to present standards that will aid the project manager, architect, engineer, or draftsman in production of good quality and economical drawings.

Concept and final project drawings, as well as drawings for standard and definitive designs, will be prepared on standard 28" x 40" (70 x 100cm) sheets. Methods used for drawing, lettering, dimensioning, and cross-referencing should be economical and assure legibility when drawings are reduced to half-size in reproduction. Lettering styles should be standardized within a set of drawings regardless of the discipline involved. Special application or uses not covered in these guidelines or any questions concerning them should be referred to the graphics coordinator for assistance and review.

Signature

Project Name
Caps. 1 1/2"
Helvetica Bold

Location
Caps. 3/4"
Helvetica Regular

Architect/Engineer
identification
as appropriate
Helvetica Regular,
Caps no larger
than 3/8"

Project No. &
Fiscal Year

File Identification
Helvetica Regular

28"

1 1/2"

1/2" Each

1/4" 1/2"

1/8" 3/16"

1/8" Typ


1 1/2"

3/4"

1"

1 1/2"

2 1/2"


US Army Corps
of Engineers
Fort Worth District

Readiness Administration Facility

Fort Hood, Texas

PN

FY

IFB#

Contract#

Photo or illustration
may fill a portion
or all of this area
if desired

5"

16 1/4" Max

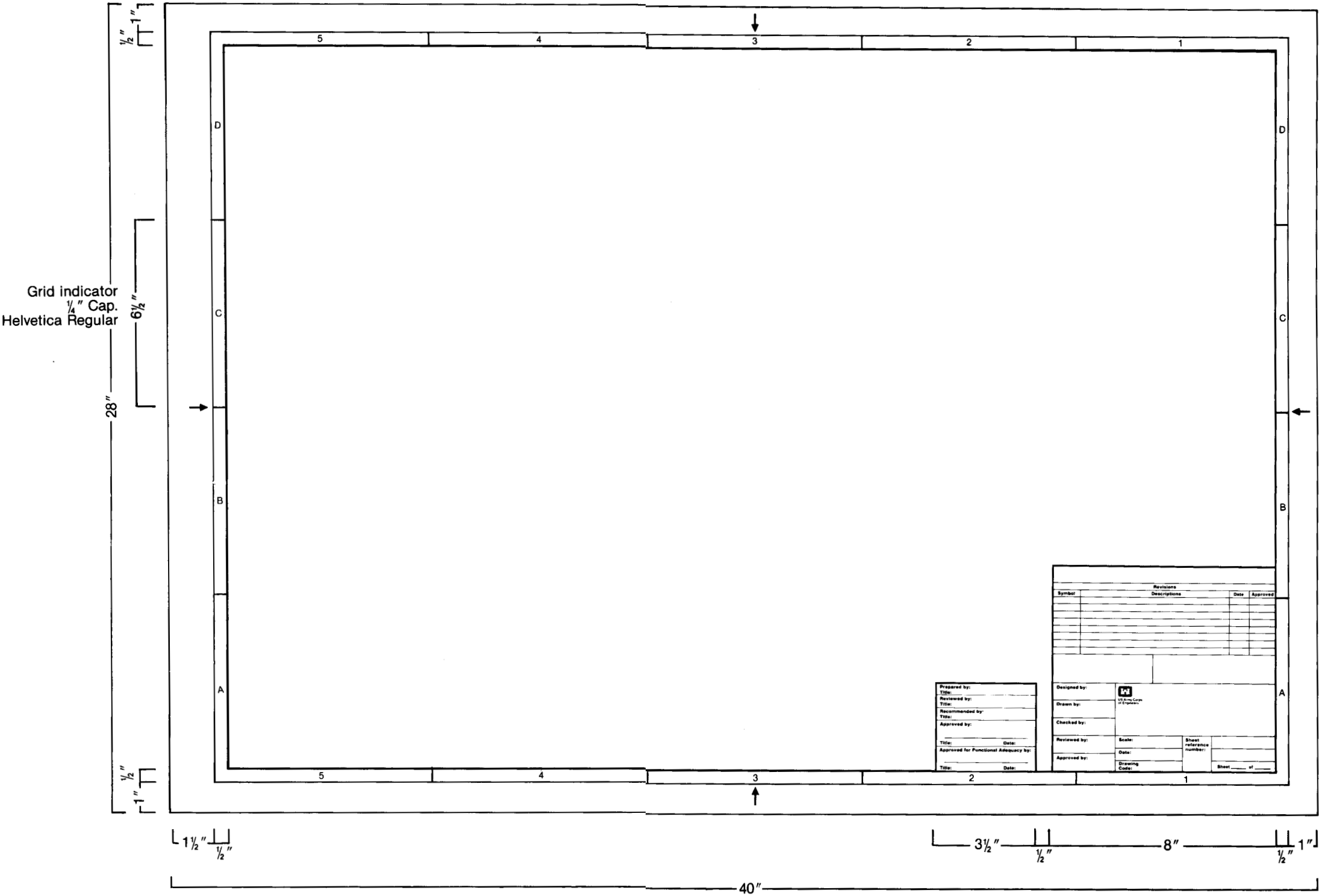
1 1/2"

16 1/4"

2"

40"

Cover Sheet for Drawings
The function of the cover sheet is to protect the contract documents and to clearly identify a specific project by its title and pertinent filing information. The cover sheet will provide the project name, location, preparing Architect/Engineer identification, project number, file identification number, and fiscal year. Shown above is a standard cover sheet size 28" x 40". This format may be proportionately reduced to accommodate other size drawings as necessary.



Control Data Block

A control data block will be placed horizontally inside the right hand margin of each drawing sheet. This will identify the title of the project and other pertinent information that may be immediately and easily retrieved, project location, drawing code, designer/reviewer initials, etc. Each control data block will include a revision

block. The revision block will provide spaces for revision entries, including revision symbols, descriptions, dates, and approving officers' initials.
Authentication Block
Authentication blocks will be placed on the index sheet to the left of the control data block. Authentication blocks will provide spaces for the signatures of

those responsible for the preparation, review, and approval of the drawings. In some cases, approval may be required for both technical and functional adequacy. Space will also be provided to indicate the date next to the signature. Use of authentication blocks on other drawing sheets will be at the discretion of the preparing activity.

Sheet Centerline Arrows

Locate arrowheads for microfilming alignment on horizontal and vertical centers of overall sheet at each of four sides.


Sheet Grid

The sheet grid is used as an aid in referencing locations on contract documents. Grid indicators will be 1/4"

helvetica regular, all caps, and will work outward from the title block as indicated in the drawing above.

The Control Data Block and Authentication Block shown here may be used as reproduction art. These are to be used at the sizes shown. Contact the Corps graphics coordinator for additional supplies of reproduction art.

Prepared by:	
Title:	
Reviewed by:	
Title:	
Recommended by:	
Title:	
Approved by:	
Title:	Date:
Approved for Functional Adequacy by:	
Title:	Date:

				B
Revisions				
Symbol	Descriptions	Date	Approved	
JOE SMITH ASSOCIATES ARCHITECTS • ENGINEERS DALLAS • HOUSTON		U.S. ARMY ENGINEER DISTRICT CORPS OF ENGINEERS FT. WORTH, TEXAS		A
Designed by:	<div> US Army Corps of Engineers</div> <div>FT. WORTH, TEXAS READINESS ADMINISTRATION FACILITY PN XXX FY 81</div> <div>ELEVATIONS</div>			
Drawn by:				
Checked by:				
Reviewed by:	Scale: 1/8" = 1'-0"	Sheet reference number: A-7		
	Date:			
Approved by:	Drawing Code: F 610-50-01		Sheet <u>10</u> of <u>122</u>	
1				